

COUNCIL WORK SESSION MARCH 24, 2014

The work session of the Council of the Town of Altavista was held in the Council Chambers of the J.R. Burgess Municipal Building, 510 Seventh Street, on March 24, 2014 at 6:00 p.m.

Council members

present:

Mr. Mike Mattox
Mrs. Beverley Dalton
Mr. Bill Ferguson (Left the meeting at 6:15 p.m.)
Mr. Timothy George

Council members

absent:

Mr. Charles Edwards
Mr. Tracy Emerson
Mr. Jay Higginbotham

Also present:

Mr. J. Waverly Coggsdale, III, Town Manager
Mr. Dan Witt, Assistant Town Manager
Mrs. Tobie Shelton, Finance Director
Mr. Steve Bond, Wastewater Treatment Plant Manager
Mr. David Garrett, Public Works/Utilities Director
Chief Kenneth Walsh, Altavista Police Department
Mrs. Megan Lucas, Economic Development Director
Mrs. Mary Hall, Administration

Mayor Mattox welcomed everyone and asked Mr. Ferguson, Chairman of the Public Works/Utilities Committee to introduce a new employee.

Mr. Ferguson introduced Mr. David Garrett and welcomed him to the Town of Altavista. Mr. Garrett is taking over as Director of the Public Works/Utilities Department.

Mayor Mattox advised the purpose of the meeting was to discuss the proposed FY2015 budget. Mayor Mattox called for any organizations receiving funds from the Town and would like to speak to come forward.

Chief Mark Moss, Altavista EMS, addressed Council stating they are looking at purchasing another ambulance. This would be a larger, heavy duty vehicle to replace one that had to be taken out of service. He requested \$50,000 to go towards that purchase. He noted the EMS is budgeted for CIP funds of \$150,000 from Campbell County to go towards the vehicle purchase; total cost of the vehicle is \$210,000. He felt comfort that the remaining \$10,000 could be raised through donations and fundraisers. Chief Moss stated they respond 24/7 to calls, everyday, 10 times plus a day to meet the needs of the Town, Campbell and Pittsylvania Counties.

Mr. George asked if the unit budgeted for in FY2014 was received.

Chief Moss advised they are awaiting receipt noting they applied for a grant which they were turned down for. Campbell County allocated \$150,000 towards the purchase. As soon as the unit is delivered, documentation will be provided to the Town to receive the budgeted portion from the Town.

Mayor Mattox thanked Chief Moss for his, his staff, and volunteers work in the community.

Mr. Mike Hudson, Director of Avoca Museum, addressed Council thanking them for supporting Avoca in the past and advised they are not asking for any additional funding aside from the capital improvements. He stated this year paint has been identified as the major need. The museum and outbuildings were painted 8 years ago and was told the paint job should last 10 years. He stated he has noticed historical structures that receive a lot of direct sunlight and located near train trucks have more deterioration. Mr. Hudson advised 8 years ago the cost to paint the museum and outbuildings was \$55,000 and is now asking for \$59,000 to paint the house and outbuildings.

Mayor Mattox thanked Mr. Hudson noting the Avoca Museum was a jewel for Altavista.

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Mayor Mattox asked if a representative for the Altavista Senior Center was present. No one came forward.

Mr. Steve Jester, Director of the Altavista Area YMCA, addressed Council thanking them for their partnership since 1971 with the Altavista YMCA. Mr. Jester highlighted the different programs the YMCA offers to the community. He noted Altavista is the smallest community in the United States that has a YMCA facility.

Mayor Mattox thanked Mr. Jester and told him the Altavista Area YMCA is another jewel of Altavista.

Mrs. Heather Reynolds, Altavista Chamber of Commerce addressed Council and requested \$20,000 on behalf of the Chamber for the operational budget. She stated they were not asking for an increase but to maintain where they are. She mentioned she recently attended the Virginia Associations of Executive Directors Conference; she sat in on the conferences and in two of those Altavista was credited for doing really good work. Mrs. Reynolds stated the \$20,000 would go towards the programs the Chamber offers in the Town and referred to the Town's Strategic plan under community development Goal #2, and under amenities, Goal #3 the Chamber is mentioned. She felt the Chamber is working to enhance the quality of life of citizens in both instances. Mayor Mattox thanked Mrs. Reynolds and staff for their work.

Mr. Bill Smith, Altavista on Track, addressed Council and advised last year's operating expenses were \$76,500 and this year has been reduced to \$51,500. He requested the same amount of \$35,000 as before.

Mayor Mattox thanked Mr. Smith.

Mr. Bart Smith, Director of Region 2000 Small Business Development Center, addressed Council. He advised he has a number of clients in the Town of Altavista and is at an office in the Altavista Central Virginia Community College on the 2nd Thursday of each month for scheduled counseling. He noted he does not charge the business owner for the counseling and is able to do this because of the donations and matching grants. Mr. Smith stated Altavista has a lot going for them and a lot of potential.

Mayor Mattox thanked Mr. Smith.

Mayor Mattox asked if anyone else would like to speak. No one came forward.

FY2015 Draft Budget Presentation/Discussion

Mr. Coggsdale advised tonight's meeting is to discuss the FY2015 Draft Budget and Capital Improvements Plan. He presented Council with a power point presentation. The FY 2015 Proposed Budget totals \$7,436,400 in all funds (this is up \$242,890 from FY 2014 budget), expenditures of \$6,429,050 (up \$75,570 from FY2014 budget). Transfers: General Fund Reserve: \$652,800 (surplus), General Fund Reserve \$65,000 (Fire Department Loan), Enterprise Fund Reserve \$264,550 (surplus) and Cemetery Reserve \$25,000 (Perpetual Maintenance Fund).

Mr. Coggsdale listed items handled by the Town of Altavista as:

- Town infrastructure, repair and replacement
- Town water, wastewater, storm water
- Planning and development
- Public Safety (Police Services)
- Road and related maintenance
- Winter maintenance and snow clearing
- Parks, building and grounds
- Transit Services
- Cemetery operation and maintenance
- Waste collection and recycling

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Mr. Coggsdale advised the proposed FY2015 General Fund Revenue budget of \$4,145,600 consists of property taxes, personal property taxes, machinery & tool taxes, local sales & use tax, local meals tax and local bank stock taxes. The revenue of \$4,145,600 is up \$169,890 from the FY2014 budget. Expenditures on the General Fund side is proposed at 3,399,220 which is down \$69,010 from FY2014. This covers three categories: personnel \$1,931,000 (down \$84,080 from FY2014), operations \$1,255,720 (up \$77,970 from FY2014) and CIP \$212,500 (down \$62,900 in FY2014). Overall this is a 2% decrease in expenditures from the FY2014 Adopted Budget, (\$69,010). The proposed FY2015 Enterprise Fund the revenue is \$2,678,300 (up \$55,500 from FY2014), the expenditures \$2,413,750 (up \$129,700 from FY2014). This is comprised of personnel \$1,171,200 (up \$1,100 from FY2014), Operations \$855,050 (Up \$2,100 from FY2014) and CIP \$387,500 (up \$126,500 from FY2014). Mr. Coggsdale stated this is a 5.6% increase in expenditures from the adopted FY2014 budget (\$129,700). He advised there is a proposed 5% utility rate increase which is part of the multi-year plan. He noted a 15,000 gallon quarterly bill would increase by \$1.49 water and \$1.77 sewer for a total of \$3.26 increase per quarter. Other funds are comprised of Highway funds, Mr. Coggsdale advised this is money received from the Virginia Department of Transportation for maintenance. Revenue \$585,000 and Expenses \$585,000, both are up \$15,000 from FY2014. The Cemetery Fund revenue \$27,500 (up \$2,500 from FY2014) expenses \$56,080 (down \$120 from FY2014). He noted \$28,580 was transferred from the General Fund to the Cemetery Fund, \$25,000 is for the perpetual maintenance fund.

Mr. Coggsdale referred to the budget highlights:

- No tax increase
- 2% COLA for all employees
- Overall reduction of two positions from FY2014 Budgeted allocation of positions
- Maintained current level of service
- Second payment of "Adverse Experience Adjustment" (13,000+)
- 5% Utility Rate Increase
- NOTE INCLUDED: Funding for Waterline projects (still discussing how these will be handled)

CIP—FY2015

Mr. Coggsdale advised the proposed FY2015 CIP-- General Fund is comprised of General Fund \$212,500 (down \$62,900 from FY2014). He provided Council with the following:

- Council (\$10,000)(Technology Upgrade)
- Administration (\$35,000)(Vehicle and Technology Upgrades)
- Non-Departmental (\$59,000) (AVOCA exterior painting)
- Public Safety (\$32,000)(Vehicle Replacement)
- Public Works (\$48,500)(Leaf machine and vehicle)
- Transit (\$28,000)(Shelters, computer and vehicle cameras)

The proposed FY2015 CIP--Enterprise Fund is comprised of Wastewater (\$272,500) (an increase of \$146,500). Mr. Coggsdale advised in Water and Wastewater, staff budgets as if something is needed and if something is not needed, it continues to be pushed out. Water (\$115,000)(down \$20,000 from FY2014), Other Funds, Highway Funds (\$150,000)(no change FY2014). \$150,000 for sidewalk, curb & gutter and drainage projects.

Mr. Coggsdale advised Council the current FY2015 Budget timeline:

April 8th, 2014 First reading of the budget and designation of the public hearing
May 13th, 2014 Budget Public Hearing
June 10th, 2014 Consideration/adoption of FY2015 Budget/CIP

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Mr. Coggsdale mentioned Council has helped with the development of the budget through the committees and the department heads formulating their request. He noted copies of the draft budget are on the website and at the library.

Mayor Mattox stated he is very proud of the proposed budget and commended Council, the Town Manager, staff and committees for their work on the proposed budget.

Mayor Mattox asked for a rough estimate of what the water improvements will cost over the next 5 to 10 years.

Mr. Coggsdale advised it is roughly \$10 million over a period of 7 to 15 years.

Mr. Coggsdale mentioned the Agency presented requests would be forwarded to the Finance Committee for review and barring any changes a first reading of the proposed FY2015 budget/CIP will be scheduled for the April 8, 2014 Town Council meeting.

Mayor Mattox asked that the Burgess family be kept in prayer at the passing of former Mayor Rudy Burgess.

Mayor Mattox adjourned the meeting at 6:38 p.m.

Michael E. Mattox, Mayor

J. Waverly Coggsdale, Clerk